

MEETING NOTICE

TO: Budget, Finance & Investment Committee

FROM: Joyce Ealy, Chairman

TIME: Thursday, November 6, 2008 – 5:30 P.M.

PLACE: Courthouse, Room 205

AGENDA

1. Approve Minutes
2. Investment Report
3. Insurance Report
 - A. Financial Report
 - B. Implementation of Options in the Health Insurance Plan for Pre-65 Retirees
 - C. Recommendation to Implement Premium Recovery Schedules for Post-65 Retirees
4. General Fund Budget Amendments:
 - A. Ambulance Service
 - B. Chancery Court
 - C. Sheriff's Department
 - D. Election Commission
5. Request from Correctional Work Center to Hire Temporary Employee to Replace Employee with Worker's Comp. Injury
6. Request Approval of Grant Application for Tobacco Cessation Grant from Tennessee Department of Health
7. Solid Waste/Sanitation Fund Budget Amendment
 - A. Convenience Centers/Other Waste Collection
 - B. Unemployment Compensation
8. General Purpose School Fund Budget Amendment
9. School Building Program Budget Amendments
10. Annual Report of Fixed Assets
11. Other Business

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To also include items that may be forwarded by Steering Committee & Public Works Committee after agenda is mailed.

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cc: Commissioners
Ernest Burgess
Jim Cope
Teb Batey
News Media

In Accordance with ADA (AMERICANS WITH DISABILITIES ACT), any disabled persons requiring accommodations for participation in the meeting should contact the Finance Department (898-7795) at least two working days prior to the meeting in order that appropriate accommodations can be made.

EXPLANATION OF AGENDA ITEMS

- 1. The minutes of the September 30, 2008 meeting will be presented for approval.
- 2. Mr. Teb Batey, Trustee, will present the monthly Investment Report.
- 3. Mrs. Lois Miller, Insurance Director will present the following:
 - A. Financial Report
 - B. The Insurance Committee has recommended that eligible pre-65 retirees be allowed to select any plan option that is available to them at their time of retirement. The retiree will be enrolled in the tier of coverage that they occupied as an active employee for the 5 years prior to retirement. If the retired employee experiences a life change requiring the addition of a spouse or child to the plan, they may add that additional member at their own cost. Rutherford County will not contribute to that additional member's premium cost. Any retiree who leaves the plan will not be allowed re-entry into the plan.
 - C. The Insurance Committee will be recommending three premium rate schedules for post-65 retirees with each schedule having a different rate recovery of 6 years, 8 years, or 10 years. Option 1 would be the current plan with 25% increase, and 5% added each year until the 50% funding level was reached in either six, eight, or ten years. Option 2 would offer a medical supplement only (pharmacy removed); with the retiree purchasing a Medicare D plan. Option 3 and 4 would be Medicare Advantage plans.

The Insurance Committee is recommending all three schedules with four options each and that the Budget Committee choose the 6, 8 or 10 recovery rate for the Over-65 current and future Over-65 retirees. The motion passed with eight yes votes and four no votes.

The Insurance Committee also voted to ask the Budget Committee to give the post-65 retirees, and current employees that are age 65 or older as of January 1st twice as long to meet the 50% funding level based on whatever option they recommend. This motion passed with eight yes votes and four no votes.

4. **General Fund Budget Amendments:**

- A. The Ambulance Service Director will be requesting approval of the following budget amendment to appropriate a payment from North Rutherford Soccer, Inc. for medical coverage to Overtime Pay and the related benefits:

| | | |
|-------------------|---|---------|
| Increase Revenue: | 101-43990 – Other Charges for Service - | \$2,047 |
| Increase Expend.: | 101-55130-187 – Overtime Pay - | \$1,700 |
| | 101-55130-201 – Social Security - | 105 |
| | 101-55130-204 – State Retirement - | 217 |
| | 101-55130-212 – Employer Medicare - | 25 |

- B. The Chancery Court Clerk & Master will be requesting approval of the following budget amendment to provide additional funding for the Other Contracted Services Account due to an increase in Delinquent Tax searches through the Secretary of State:

| | | |
|-------|---|--------|
| From: | 101-39000 – Undesignated Fund Balance - | \$ 900 |
| To: | 101-53400-399 – Other Contracted Services - | \$ 900 |

- C. The Sheriff's Department will be requesting approval of the following budget amendment to provide additional funding for prisoner extradition:

| | | |
|-------|--|----------|
| From: | 101-54110-338 – Maint./Repair Vehicles - | \$10,000 |
| | 101-54110-453 – Vehicle Parts - | 10,000 |
| To: | 101-54210-354 – Transportation Other than Students - | \$20,000 |

- D. The Election Registrar will be requesting approval of the following budget amendment to provide funding for Overtime Pay and the related benefits. Three

Explanation of Agenda Items (cont'd)

employees are at their maximum on compensatory time, and therefore, any overtime worked must be paid. This amendment will cover the overtime worked during early voting and Election Day:

| | | |
|-------|---|---------|
| From: | 101-51500-411 – Data Processing Supplies - | \$3,000 |
| | 101-51500-709 – Data Processing Equipment - | 3,000 |
| To: | 101-51500-187 – Overtime Pay - | \$4,980 |
| | 101-51500-201 – Social Security - | 310 |
| | 101-51500-204 – State Retirement - | 640 |
| | 101-51500-212 – Employer Medicare - | 70 |

5. The Correctional Work Center Superintendent will be requesting the authority to hire a temporary employee to fill the position of an employee who will be out for an extended amount of time due to a Worker's Comp. injury. The temporary employee will not earn any benefits. A budget amendment will not be required at this time.
6. The Health Department Director will be requesting permission to apply for a \$21,000 tobacco cessation grant from the State of Tennessee Department of Health on behalf of a consortium of local health organizations to educate students in city and county schools on the harmful effects of tobacco use.
7. The Solid Waste Director will be requesting approval of the following budget transfer, contingent upon approval by the Public Works Committee, to provide additional funding for the Diesel Fuel Account for the Convenience Centers Budget and the Contracts w/Private Agencies Account in the Recycling Budget to provide sufficient funding for payments to Alliance Recycling:

| | | |
|-------|--|----------|
| From: | 116-55732-402 – Asphalt - | \$50,000 |
| To: | 116-55732-412 – Diesel Fuel - | \$25,000 |
| | 116-55739-312 – Contracts w/Private Agencies - | 25,000 |

The Finance Director will be requesting approval of the following budget amendment for the Solid Waste/Sanitation Fund to provide additional funding for the Unemployment Compensation:

| | | |
|-------|---|----------|
| From: | 116-39000 – Undesignated Fund Balance - | \$10,000 |
| To: | 116-58600-210 – Unemployment Compensation - | \$10,000 |

8. The School Board will be requesting approval of the following budget amendment to transfer funds in the amount of \$91,743 to the Other Capital Projects Fund in order to make reimbursement for gym floor refinishing:

| | | |
|-------|---|----------|
| From: | 141-72620-399 – Other Contracted Services - | \$91,743 |
| To: | 141-99100-590 – Transfers Out - | \$91,743 |

9. The School Board will be requesting several School Building Program budget amendments.

The first amendment is a routine cleanup amendment for La Vergne Lake Elementary, Blackman High Addition, Oakland High Addition, Riverdale High Addition, Christiana Elementary Renovation, Brown's Chapel Elementary, and Rockvale Middle School. The amendment does not involve any additional money.

The second amendment will complete the playing fields at La Vergne Middle School that had to be deferred until La Vergne Lake Elementary School was completed. The recommendation is to amend \$10,576 in elementary funds from the La Vergne Lake Elementary School Project, \$3,834 from Stewarts Creek Middle, and \$17,318 from Rockvale Middle for a total of \$31,728 to be transferred to the La Vergne Middle School Project.

Explanation of Agenda Items (cont'd)

The next amendment will be to transfer \$65,000 to the Christiana Elementary Addition Project for technology and equipment with \$10,678 of the funds coming from the La Vergne Lake Elementary Project and \$54,322 from the Smyrna Elementary Addition Project.

The next request will be to transfer \$13,740 to the technology budget for the Oakland High Addition from the Riverdale High Addition.

The next request will fund the change order for the bid alternates for the Buchanan Renovation Project. The alternates were painting, floor covering, and all kitchen equipment. The total for the amendment is \$189,759 with \$42,169 of the funding coming from the Blackman High Addition and \$147,590 from the La Vergne Lake Elementary Project.

The next request amendment will reallocate a total of \$530,567 in existing funds with \$72,265 from La Vergne Lake Elementary, \$364,466 from the Blackman High Addition, \$23,584 from the Riverdale High Addition, and \$70,252 from the Rockvale Middle School Project and transfers \$135,615 to the Central Middle School Renovation for design, \$386,739 to the Stewarts Creek High for design, and the remaining \$8,213 in elementary funds to Brown's Chapel Elementary School for technology.

The final request from the School Board will be to reduce the construction budget for Brown's Chapel Elementary School by \$500,000. The budget was \$18,008,000 and will be \$17,508,000 after the amendment.

10. Mr. Ted Lindsey, Inventory Control Supervisor, will be presenting the Annual Report of Fixed Assets as of June 30, 2008.
11. Other Business.